



Quarterly Report to the Citizens

Letter from the Mayor

Dear Manitou Springs Citizens,

Happy New Year Manitou Springs!

I know that we all wish for a healthy and happy 2006 for our family and friends. Let us hope that our country may also have a more peaceful 2006 and our elected officials make wise decisions.

Since 2005 was an election year in Manitou Springs we are, indeed, pleased to welcome Liz Feder and Shannon Solomon as new council representatives, and thank Kathy Verlo and Mike Milar for their work and time spent on city business.

I also wish to thank the voters for my re-election as mayor and look forward to my last two-year term. There is much to do and I am anxious to get started with our new council as we continue making progress on our redevelopment projects both down town and on the east and west ends of the city.

It is gratifying to hear from residents as well as observers from outside the city comment on our changes as we improve or replace the old infrastructure.

There is much to look forward to in 2006 and hopefully you will be pleased with the City's progress.

Sincerely,

Marcy Morrison
Mayor

Inside this issue:

What's Happening?	2
Finance Department	3
Fire Department	4
Reserve Police Officer Program	5
Planning Department	6
Public Library	7
Police Department	8
Swimming Pool	9
Public Services	10
Economic Development	11

CITY OF MANITOU SPRINGS

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CITY ADMINISTRATION DEPARTMENT

By **Verne Witham**, *City Administrator*

This has been a very productive quarter for the City with few pit falls.

Construction on the Crystal Park Road/Crystal Hills Boulevard culvert project is going well and is on schedule, providing the weather holds out, with a completion date of February 1.

The concentrated effort to bring all commercial properties in the downtown business district online for sidewalk snow removal was accomplished.

I have been working with the Deputy City Administrator on the Phase 2 of the Downtown Project as well as the RTA East/West Manitou Avenue revitalization and things seem to be progressing on schedule.

I have met with Colorado Springs Utilities about connecting the City with their FINNS system which will allow Manitou Springs to have aerial views of the city and also show property line locations. This will allow us to enhance our daily operations by giving all departments access to this resource.

Discussions are in progress involving the development of a data base software which will enable us to better track and record daily operations for a more efficient record keeping system.

The Utilities Easement Agreement between Colorado Springs Utilities and the City of Manitou Springs was approved and signed by the Mayor.

FINANCE DEPARTMENT

By **Michael Leslie**, *Finance Dir & Deputy City Admin*

Economic Performance – FY2005 Sales Tax

The City, like many municipalities our size, continues to rely on the Colorado Department of Revenue for the collection of our local sales taxes. The City experiences a two month lag between the time taxable sales are made and receipt of the associated sales tax because of this arrangement. As of January 12, 2006 the City has collected taxes for taxable sales occurring during the month of November 2005. Throughout the year the majority of the monthly tax returns have exceeded those of the previous year, showing growth. To date, only the month of October has failed to show an increase over its counterpart from FY2004. October taxable sales were reported to be 10.8% lower than taxable sales in October 2004; however, November taxable sales came in 26.1% higher when compared to those of November 2004. Through November, the 2005 cumulative taxable sales figures for the City are at a level 7.9% higher than they were at this same time in 2004. As of November 30, there has been \$43,891,724 in taxable retail sales reported in the City.

GASB34 Conversion

In the first months of FY2005, the City converted its FY2004 financial statements to the standard dictated by the Governmental Accounting Standards Board's proclamation number 34 (GASB34). One of the major requirements of GASB34 is the reporting of depreciation on general government infrastructure assets by function. For many years the City accounted for all City-owned land, buildings, vehi-

cles and equipment used in police, fire, pool, library, streets, parks, planning and administrative functions. But generally accepted accounting principals ("GAAP") did not require the accounting of the accumulated investment in streets, sidewalks, bridges and other general government infrastructure assets – nor the current cost of using those assets, including their replacement at the end of their useful lives (called depreciation). GASB34 was the largest and most intensive change in governmental accounting in 25 years.

PPRTA

FY2005 was the inaugural year for the Pikes Peak Rural Transportation Authority (PPRTA), of which the City of Manitou Springs is a member. The PPRTA was formed when El Paso County voters as well as voters from the City of Manitou Springs and Green Mountain Falls approved a 1 cent sales tax increase to fund mass transit, roadway capital improvements and maintenance efforts. During FY2005 the finance director sat on PPRTA committees which hired PPRTA staff, evaluated banking services proposals and hired an auditor for the RTA. Throughout the year, the finance director presented numerous reports to the PPRTA Board of Directors and the PPRTA Citizens Advisory Committee concerning RTA activity and matters within the City of Manitou Springs.

As a member government, the City of Manitou Springs received transit service estimated at \$67,000 in value, a cash allocation for maintenance budgeted at \$235,000 to augment existing City roadway maintenance funds and capital improvement funds budgeted over FY2005 and FY2006 at \$2,200,000. In FY2005, and (continued)

utilizing PPRTA maintenance funds, the City conducted overlay of Crystal Park Road, repaired the chip seal surface on Manitou Avenue, and is paying for the roadway portion of the drainage repair project on Crystal Hills Blvd between Sandra Lane and Crystal Park Road. On the capital improvements side, City Council contracted with Nolte Associates to design drainage, pedestrian, utility and roadway improvements to the areas of Manitou Avenue outside of the Downtown Revitalization Project.

Shoshone Spring Demonstration Project – Phase 1

The first phase of the 5 phase Downtown Revitalization Project began in January of FY2005. This project was a federal grant funded project with oversight by the Colorado Department of Transportation and a construction budget of \$345,000. AA Construction Company Inc. was selected by competitive bid and began construction in February. The project was substantially completed by early June. The Shoshone Spring project was a demonstration project intended to show the improvements that would be integrated into the whole of the Downtown Revitalization Project: wider sidewalks; bump-outs at the ADA compliant crosswalks for pedestrian safety; under-grounded utilities; and new decorative streetlights with a CDOT approved illumination plan. Further, the project opened the Shoshone Spring, which had been inaccessible for forty years.

Phase 2 Design

On April 27, the City received “Notice to Proceed” for design of Phase 2 of the Downtown Revitalization Project. This design phase was continued by Nolte Associates and by November, final design was completed. The City is currently in the final review process with CDOT and awaiting their approval. The design phase of Phase 2 cost \$119,000, and the construction phase is estimated at \$788,212. Upon the receipt of CDOT approvals and “Notice to Proceed” the City will advertise for construction proposals and construction is expected to begin in mid-February. The phase 2 project area starts in the mid-600 block of Manitou Avenue and progresses west to a point just East of Cañon Avenue. Unlike the Shoshone Demonstration Project, Phase 2 will incorporate improvements on both sides of Manitou Avenue. The construction phase must be completed by Memorial Day.

Water Meter Replacement Program

Prior to April, the majority of the City’s installed water meters were over 20 years old and may have been operating beyond their mechanical ability to accurately record water use. Local studies indicated that as much as 27%

of the City’s treated water went unbilled. Late last year the City Council tasked the Manitou Springs Water Conservation Committee to implement a water meter replacement program. On March 10, 2005, the Finance Department, in conjunction with the Manitou Springs Water Conservation Committee, issued a request for proposals for a city-wide water meter replacement program. Three proposals were received by the Finance Department and Vanguard Utility Service, Inc. was selected at contract price of \$349,318 to replace the City’s 1,626 meters and provide a mobile meter reading hardware system. Further, the Finance Department issued a request for proposals for lease/purchase financing for the program and on July 5, City Council approved a financing proposal from Municipal Services Group, Incorporated, which proposed financing of the \$349,318 at 3.610% per annum with terms of 5 years and annual payments with total financing costs of \$25,205. The City-wide Water Meter Replacement Project will begin in August and was substantially complete by December 24.

Other

On February 25, the Finance Department issued a Request for Proposals (RFP) for lease/purchase financing to purchase police records/report software, a modular storage facility and a police vehicle budgeted in the capital improvements fund for FY2005. RFP’s were sent to 12 banks and lending institutions. The lowest cost proposal was forwarded by Tatonka Capital Corporation on March 18, and approved by a special meeting of City Council on March 22. The Tatonka proposal finances the equipment valued at \$61,887 over three years at 4.860% with total financing costs of \$2,962.

During the month of March, the Finance Department completed and submitted applications for exemption from audit for the Manitou Springs Business Improvement District and the Manitou Springs Metropolitan District. The applications for exemption from audit are in essence mini-audits required of smaller governmental or quasi-governmental entities with revenues/expenditures less than \$100,000 who request, from the Office of the State Auditor, permission to forego the expense of a full, independent audit.

The Finance Department also completed and submitted the yearly report of “Status of Conservation Trust Funds” for the City and the Manitou Springs Metropolitan District. This report requires the itemization of conservation trust fund expenditures and is required of all agencies receiving conservation trust fund allotments for park and recreation use. (continued)

FINANCE DEPARTMENT (continued)

The Finance Department completed a mid-year amendment of the City's FY2005 budget in July, convened the FY2006 budgeted process in August, completing budgets for the City, the Manitou Springs Metropolitan district and the Manitou Springs Business Improvement District by December 15, 2005.



**SPRING
IS
COMING**

2006 - Holidays **City Offices will be Closed**

New Years Day	January 2	Monday
Martin Luther King Day	January 16	Monday
President's Day	February 20	Monday
Memorial Day	May 29	Monday
Independence Day	July 4	Tuesday
Labor Day	September 4	Monday
Columbus Day	October 9	Monday
Veteran's Day	November 10	Friday
Thanksgiving Day	November 23	Thursday
Christmas	December 25	Monday

Holidays falling on a weekend will be observed on the Friday or Monday after.

Committee Meeting Times

To find out what is happening in Manitou Springs you are welcome to attend City Council meetings the first and third Tuesday of every month, beginning at 7 p.m., in Council Chambers, City Hall, 606 Manitou Avenue.

Also held in the Council Chambers during the month is:

- Parks and Recreation Advisory Board meets the first Monday of the month, at 7 p.m.
- Historic Preservation Committee meets the first Wednesday of the month at 7 p.m.
- Planning Commission meets the second Wednesday of the month at 7 p.m.
- Open Space Advisory Committee meets the fourth Monday of the month.

Anyone interested in volunteering for one of these committees please forward a letter of interest to the City Clerk at City Hall, 606 Manitou Ave. Manitou Springs 80829.

City Telephone Numbers

New Web Address.....	www.manitousprings-co.gov
Accounts Payable	685-2565
Administration	685-5596
City Clerk.....	685-2554
Code Enforcement.....	685-2543
Finance Department	685-5481
Fire Dept. (non emergency).....	685-1444

Hall Rental Information.....	685-2565
Library	685-5206
Planning Department.....	685-4398
Police Dept. (non emergency)	685-5407
Public Services	685-2573
Swimming Pool.....	685-9735
Water Billing.....	685-2579

FIRE DEPARTMENT

By Keith Buckmiller, *Fire Chief—Ten Hundred*

As we closed out 2005 we had a total of 879 alarms, of which 57 were fire incidents, 656 medical alarms, 59 hazardous conditions, 46 service calls and 58 other calls for help. Along with our alarm activity a couple of your firefighters, mainly Randy Perkins and Larry Mitchell, stepped into their construction clothes and remodeled the station office and bathrooms. This undertaking allowed us to complete a \$30,000 remodel for just over \$6,000. This is but one example of how your firefighters are taking care of business. Another example is the current kitchen remodel which will cost \$5,000 out of budget for a remodel that would cost well over \$20,000. A huge thank you is owed to Captain Randy Perkins and Driver/Paramedic Larry Mitchell.

Another task that was completed in 2005 was the remodel of your dispatch center. Again Randy and Larry stepped in. This time the focus was on installing the new 800 Megahertz console. The new console affords us the ability to communicate with all the area departments, both police and fire. The installed office components were purchased through funds from the E-9-1-1 system. One great advantage of the new furniture is its ability to be adjusted to each and every dispatcher. I foresee a great reduction in repetitive stress injuries of our dispatchers coupled with an easier and more efficient means by which they can do their job. Through the dispatch remodel we built (no pun intended) a partnership with the Manitou Springs High School Wood shop. This partnership offered the students a real life experience that demonstrated the benefits of carpentry and we were able to utilize them as a work force of skilled students and an instructor to undertake the part of the rebuilding that required a special skill set with specialized tools and equipment. This partnership proved beneficial to both workgroups.

Another partnership recently formed this year was with Jordan Barnett of the Boy Scouts of America Troop # 18. Jordan contacted the fire department and asked if we had any community ser-

vice projects pending which he could take to meet his requirement for his Eagle Scout. Jordan's request came on the heels of a FEMA grant approval for the purchase of smoke detectors for every home in Manitou Springs. The grant was originally for the purchase of an 800 Megahertz radio for the aforementioned dispatch console, but with the insights of Deputy Chief John Forsett, we were able to purchase the radio equipment for a savings of \$64,000. Randy Perkins advised FEMA of the \$64,000 savings and along with Larry renegotiated with FEMA and were awarded \$24,000 for the purchase of smoke detectors. Having the smoke detectors is only beneficial if they are properly placed in your home. Jordan Barnett is building a matrix for the distribution of the smoke detectors.

I hope you will help him, help us, help you. Please look for his press releases and other means of notification. In a past *Fire Forum* you were informed that smoke detectors had a shelf life of 10 years. The smoke detectors have been around for about 15 years and the ages vary from one house to the next. Not knowing the ages of each device creates a great amount of apprehension for me. Jordan's plan will update the smoke detector in every home and will alleviate one of my biggest concerns for all of us. From our conversations, Jordan is planning to piggy-back his plan with the semi-annual smoke detector battery change in April when we change our clocks.

In closing, our year has already begun with a Federal deployment for a wildfire in Aguilar Colorado. Last week there were numerous reports about wildfires in Texas and Oklahoma. Remember that we have the same flashy fuels intertwined with big timber. Please be extra careful with cigarettes and barbeques. Fighting wildland fires in winter conditions is much more dangerous!



POLICE DEPARTMENT

By **MaryJo Smith**, *Police Chief*

The Police Department has gone through many changes in 2005. The most significant change came in turn over of personnel. The department has a total of twenty-one employees. There are fifteen sworn officers, a civilian police clerk, and five full time dispatchers. Dispatch has all new personnel, except for the lead dispatcher, Frances Zachareas. Detective Sergeant Rick Williams, Officer Alex Powers, and Officer Chad Mininger have all taken positions with other police agencies.

The police department is currently short two police officers. We have posted the positions and are currently accepting applications, for P.O.S.T. certified law enforcement officers. We have two other officers that are in (P.T.O.) Personal Training Officer training currently. We have added a K-9 officer to the department. Officer Daisy is our bloodhound and she is used as a search dog. She can search for missing persons, or search for a suspect and for evidence. Daisy was donated to the department through the Allie Foundation, through a grant.

The department recently received notification of a grant. We received a \$2,800 grant through Law Enforcement Assistance Fund (L.E.A.F.) for D.U.I. enforcement. We are in the process of learning the new records management system for the department. The department purchased the records management system at the end of 2005, through Access Data (Sleuth).

We are working with other law enforcement agencies for two grants, one for the Central Mountain Training Foundation, and the other is with all area agencies for Homeland Security.

The department is committed to training. Officers have received training on:

- MX-26 Tasers,
- Intoxilyzer 5000EN certification
- Methamphetamine certification
- First Responders Methamphetamine Lab
- Methamphetamine Investigation, Interview and Interrogation
- Fourth Judicial District – Search and Seizure
- Courtroom Testimony, Level 1 Traffic Accident Investigation
- Radar Instructor, Radar Certification
- Records Release
- Sex Offender Registration training
- Standardized Field Sobriety Training and Horizontal Gaze Nystagmus
- Identity Theft, Internet Crimes
- Officer Survival

Most of the training was free through Central Mountain Training Foundation. The foundation will continue to train officers in 2006. Officer Orian Hendrickson and Officer Stephanie Courtney will be attending a three-day class on Highway Stops and Drug Trafficker, January 30, 31 and February 1, 2006 in Canon City, CO.

In 2006, the department will continue with Community Policing being a goal. We look forward to serving the residents, business owners, guests and the community in 2006. The officers began using funds from the L.E.A.F. grant over the New Year's holiday. Officers will have increased D.U.I. enforcement the night of Carnivale, February 25, 2006. D.U.I. enforcement was up 81% in 2005.

We continue to have a great working relationship with School District 14. Master Patrol Officer Mark Gillis/School Resource Officer has created a great partnership with the school district. We thank Superintendent, Mr. Crawford and his staff for all of their support.

There is a continued interest in Restorative Justice. The committee continues to have meetings to discuss how Restorative Justice may fit into our community and with our present court system.

The department is open twenty-four hours a day, seven days a week. You may come in at any time, and tour our new dispatch center. The remodel was paid for through E-911. The dispatchers can show you how this system works. If you should ever have to call in for a police or medical response you can understand what takes place.

If you have any questions about current laws or ordinances, or have a problem in your area, you can call and ask questions on the non-emergency Police number at #685-5407. We also have a list of registered sex offenders that reside in Manitou Springs. You may ask for a copy of this through Detective Chris Clements at no charge. Another of the services we offer is fingerprinting on Monday through Friday during the hours of 8:00 a.m. until 4:00 p.m. There is a charge of \$15.00 per fingerprint card.

We wish all of the residents and business owners a safe and Happy New Year. We will continue to work with all of you to make this a great place to live and work!

PUBLIC LIBRARY

By Jan Pratt, *Library Director*

2005 was a great and prosperous year for the Manitou Springs Library. The Friends of the Library received a planning grant from the State Historical Society to develop plans for the renovation of our existing Carnegie building. The plans have been worked on diligently by the BVH Architectural firm and will be submitted to the State Historical Society in April of 2006. The Friends feel strongly that the actual renovation will begin in mid 2006. The Friends of the Library are also working diligently to raise money for the expansion of the existing building. To learn more about this exciting project, you may attend the Friends Annual Meeting at Savelli's Restaurant, 301 Manitou Avenue, Saturday, January 14 or call the Library for more information.

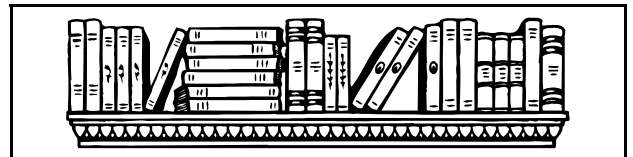
The Library received several grants this past year. The Colorado State Library, the Manitou Springs Park and Recreation board, and the Manitou Springs Elementary School PAC, provided them. The Manitou Springs Women's Club helped us provide for the Children's Summer Reading Program, our summer Kick-off party and other special library programs and services. We greatly appreciate these grants that allow us to offer so many special activities to our community.

The Library has also been able to offer several programs on a weekly basis through out this past year. These programs have included:

- "Between the Covers" Book Club-Meets the first Wednesday of each month at 7pm
- "Family Night at the Library"-Meets the first Thursday of each month during the school year at 7pm
- Lifelong Learning Adult/Teen Programs-Meets the second Tuesday of each month at 7pm
- "Socrates Café"-Meets the third Wednesday of each month at 7pm
- Pre School Story Times-Meets the second, third and fourth Thursdays of each month at 11am

For more information on any of these programs, please call the Library at 685-5206.

Our sincere thanks to all who visit the Library from our community. We would like to issue an open invitation for everyone in Manitou Springs to drop in and see what this great library has to offer you!



PUBLIC SWIMMING POOL

By Jacqueline Clark, *Aquatics Director*

What a year 2005 was for the swimming pool. Thank you to all of you for your support. The staff is looking forward to a GREAT 2006. Without your support, none of this would have been possible in 2005.

Resident Punch Cards: 358 cards
Non-Resident Punch Cards: 574 cards
Total: 932 cards

Resident Memberships: 61 memberships
Non-Resident Memberships: 30 memberships
Total: 91 memberships

Weight Room Memberships:
Resident: 7
Non-Resident: 3

Weight Room Punch Cards:

Resident: 14

Non-Resident: 4

Pool numbers: 32,404 people

Swim Lessons: 972 lessons

Weight Room: 491 people

The addition of the weight room has been a huge success. All the weight-training classes have been full for 2005. The pool has added an additional class in 2006 to accommodate everyone that is interested. The pool looks forward to the use of the weight room to grow with memberships with the New Year Resolutions. If fitness were one of your resolutions, the staff would be more than happy to help you attain and keep those goals. (continued)

PUBLIC SWIMMING POOL (continued)

Swim lessons have been outstanding this year. The staff does a great job with teaching these lessons. This is a great opportunity for children to learn how to swim, to be safe around water in Colorado. PARAB gave a grant to the pool for 12 children to have swim lessons that would have otherwise not been able to enjoy the pool. The staff cannot thank them enough.

The pool received repairs in 2005. The playground equipment was installed thanks to Betsy Miller for writing that grant to GOCO. The 3 windows above the pool were replaced and look fantastic. The weight room/sunroom was finally finished in August. This room has been a great addition for revenues and for the health of our clients.

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The High School Swim and Dive Team continue to practice at the pool. The Nova Synchronized Swimming Team has made Manitou their home pool this season. The non-competitive swim team, the Mantarays, continues to grow and help children improve their strokes. These are awesome programs. Come down and see what talent these children have to offer and all the hard work they put into their sport.

The Manitou Springs Pool looks forward to the great things that are going to happen in 2006. We are here to meet ALL your FITNESS goals in 2006. Here's to your GOOD HEALTH!

PUBLIC SERVICES

By John "Kelly" McMinn, *Public Services Director*

The biggest snows in 2005 were in Jan.-Feb. a departure from our usual March –April storms. The end of January saw Manitou Springs with (in some areas) as much as eighteen inches of wet, heavy snow. Our normal heavy snow period (Spring, March-April) only gave us a couple of two or three inch events. One very large rain in August (about an inch and a half, in a very short time), a windstorm in November, and the coldest December in over twenty years summarizes the weather for '05.



New Spring Street Culvert Pipe

Manitou Public Service staff had already installed a 42" culvert pipe above Spring Street before our August "mini-flood" and it seemed to re-route the

waters coming off Red Mountain, effectively heading off a repeat of the "Spring Street flood" like we had in '04.

The wind of November brought down a number of trees as well as a number of large tree branches, one in particular that crushed the hand-rails of the pedestrian bridge at Soda Springs Park. The bridge has since been repaired but the incident drives home the message that Manitou has a large number of trees in need of some major trimming, especially the "peach leaf willows" or cottonwoods near Fountain Creek. These trees are famous for dropping large branches and can be quite hazardous in a storm. Public Services could spend its entire Parks department budget on trimming trees and still not have them all taken care of (and we wouldn't do any lawn mowing, or flower planting/upkeep, to name just two things)

The December deep freeze stopped the water from flowing in quite a number of homes, because many of them had frozen meters. Unfortunately, the blame was attributed to Vanguard and the meter replacement program, but the reality in many of those cases, the meters would have frozen anyway, replacement program or not, it was cold. City staff borrowed a "VMS" (a lighted highway sign with a message) and advised people to leave their water running slightly, but in many cases it was not enough, or was too little, too late. Our thanks goes out to C-DOT (Colorado Department of Transportation) for the (continued)

PUBLIC SERVICES (continued)

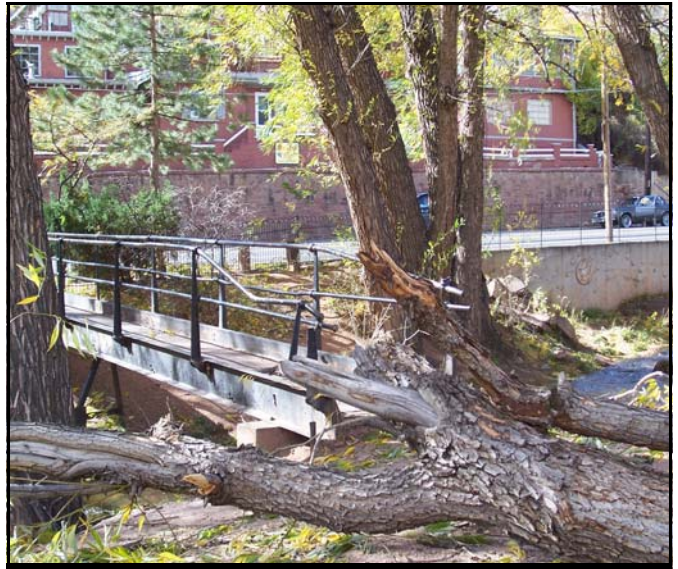
use of their sign. We're still using one on Crystal Park Road.

Another weather related project is the rebuilding of the stream crossing on Crystal Hills Blvd. at Sutherland Creek. After a long engineering process, work finally began in late '05 with a target completion date in Jan. '06 (we think it will be more like Feb. '06 due to some weather delays). The final asphalt work may have to wait for warm weather to be completed. We will have to wait and see what kind of weather we have to work with in the coming months.

The big news in the Water Department in '05 was the installation of the meter replacements. Despite a number of issues most of the meters have been replaced with new, up-to-date equipment, and will allow the meters to be read in a couple of days instead of three weeks. This will also keep our meter reader off of slick sidewalks, and out of reach of back yard dogs. (One of our most expensive injury claims came from a meter reader verses a dog incident.)

Next year look for storm water quality through a major group of rules and regulations. The dates will be coming down from both the federal and state levels and will be affecting Manitou Springs and most of its citizens. These rules are all about protecting our state waterways from pollution from many different sources. Things ranging from not picking up after your pets, to washing your car with the wrong chemicals, to the over use of pesticides, herbicides and fertilizers, as well as the dirt and debris from unpaved driveways washing into the street, will be considered as "source-point pollution" and will have to be addressed.

Public Services will be bringing a number of issues to city council for their consideration in '06; some may have a considerable impact. Want to learn more? Keep an Eye on those City Council Agendas.



Soda Spring Park Pedestrian Bridge damaged in November high winds.